

3. Focal Points. The following have been designated as the office of primary responsibility or focal point for MILSCAP matters within the following organizations (DSN is the Defense Switched Network):

Army	Commander U.S. Army Materiel Command ATTN : AMCAQ-I 5001 Eisenhower Avenue Alexandria, VA 22333-0001 (DSN 284-8347)
Navy	Commanding Officer Fitting Out and Supply Support Assistance Center (FOSSAC) Systems Training Department ATTN : 07A-A3 P.O. Box 15129 Norfolk, VA 23511-0129 (DSN 565-1917)
Air Force	Pricing and Contract Administration Division ATTN : SAF/AQCP The Pentagon, Room 4C251 Washington, DC 20330-5040 (DSN 225-4982)
Marine Corps	Commandant of the Marine Corps ATTN : HQMC-LBO Washington, DC 20380-0001 (DSN 226-1018)
DFAS	Deputy Director for Policy Defense Finance and Accounting Service ATTN : DFAS-FCC Washington, DC 20376-5001 (DSN 227-0811)
DLA	Director Defense Logistics Agency Acquisition - Procurement Systems Team ATTN: AQPOS Cameron Station Alexandria, VA 22304-6100 (DSN 284-7866)

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4. DoD Components other than those shown in paragraph 3 should contact the DoD MILSCAP System Administrator:

Director
Defense Logistics Management Standards
Office
ATTN : **DLMSO**
6301 Little River Turnpike, Suite 230
Alexandria, VA 22312-3508
(DSN 284-4701 X404)

G. PUBLICATION OF THE MANUAL

1. Organization and Numbering

a. In addition to the front matter (Foreword, Table of Contents, Acronyms and Abbreviations, etc.), the manual is organized into chapters and appendices.

b. Each chapter is divided into sections and, where necessary, into paragraphs and subparagraphs. Sections are indicated by capital letters, paragraphs by numbers. Subdivisions of paragraphs are indicated by lower case letters, by numbers in parentheses, by lower case letters in parentheses, by numbers in brackets, and by lower case letters in brackets, in that order; for example:

Chapter 1

A. Section

3. Paragraph

a. Subparagraph

(1) Subparagraph

(a) Subparagraph

{1} Subparagraph

{a} Subparagraph

c. Appendices are identified by alphabetic and numerics to indicate an alphabetic group, e.g., A1, A2.

d. Pages are numbered in a separate series for each chapter and appendix. Pages of a chapter are numbered in sequence with arabic numerals beginning with 1. Each page number of a chapter is preceded by the number of the chapter. The page numbering system of the appendices indicates the number of the appendix, i.e., A1-, A2-, etc., followed by the page number of the appendix.

e. Reference to this manual in correspondence, messages, etc., will be shown by stating "MILSCAP" followed by the paragraph/subparagraph or appendix; for example, "MILSCAP, paragraph 5-C.2.a. (1) (a) ."

2. Distribution of the Manual

a. DLA will distribute this manual and formal changes to a bulk distribution point within each DoD Component and participating organization as requested by the organization or Component in their open rider requisition. Further distribution is accomplished within each organization based upon approved distribution data generated through their internal publication channels.

b. Requests for changes in the distribution list for this manual will be submitted by a DoD Activity to its DoD Component as follows:

Army

Commander
U.S. Army Materiel Command
ATTN : AMCAQ-I
5001 Eisenhower Avenue
Alexandria, VA 22333-0001

Navy

Commander
Naval Supply Systems Command
ATTN : SUP 26A
Washington, DC 20376-5000

Air Force

Pricing and Contract Administration
Division
ATTN : SAF/AQCP
The Pentagon, Room 4C251
Washington, DC 20330-5040

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Marine Corps	Commandant of the Marine Corps ATTN : HQMC-LBO Washington, DC 20380-0001
DFAS	Defense Finance and Accounting Service ATTN : DFAS-FCC Washington, DC 20376-5001
DLA	Commander DLA Administrative Support Center ATTN : DASC-PD Cameron Station Alexandria, VA 22304-6130
DoD Components other than those shown above	Director Defense Logistics Management Standards Office ATTN : DLMSO 6301 Little River Turnpike, Suite 230 Alexandria, VA 22312-3508

c. Copies of this manual may be obtained by DoD Activities through normal publication requisitioning channels of the Service/Agency involved; and by others through the Director, **DLMSO**.

3. Formal and Interim Changes

a. Formal changes (FC) to this manual will be published as needed. Each FC will be numbered consecutively and issued as page replacements. The change number will be indicated on each page and new or revised wording will be indicated by bold italics.

b. Interim changes (IC) will be issued to publish emergency or other changes when there is insufficient time to publish a FC. Each IC will be incorporated in a FC without undue delay. Each IC will be numbered consecutively and will indicate the FC in which it will be incorporated. For example, the second IC to be incorporated in change 3 will be numbered '*IC 3-2." The DoD **MILSCAP** System Administrator will distribute copies of each IC to the MILSCAP Focal Points.